

**NOAA CIO Council**  
**Meeting Minutes**  
**September 6, 2002**

**Attendees:**

Carl Staton, Chair  
Greg Bass  
Nancy Huang  
Hugh Johnson  
Sarah Maloney  
Bill Turnbull  
Larry Tyminski  
Barry West  
Dick Bennett

Gary Falk  
Sylvia Graff  
Ira Grossman  
Mike Hart  
Robert Kidwell  
Chris McNerney  
Becky Vasvary  
Jeremy Warren

**Action Items**

1. CIOs to review the draft Data Management Policy Directive and provide comments by Friday September 13.
2. Chris McNerney and Ira Grossman will develop implementing procedures drawing from the draft Management of Environmental & Geospatial Data and Information Policy.
3. CIOs review and comment on FY 2003 OCIO Budget..
4. CIOs propose how funding for the OCIO should be structured.
5. CIOs propose solution for providing back-up power capability for the MOC.
6. Gary Falk develop a proposal to better coordinate the LDAP and NOAA Locator functions
7. Becky Vasvary will send out a sample Password Policy waiver format.
8. Becky Vasvary will ask Nancy DeFancesco, DoC IT Security Manager, to delegate waiver approval authority to NOAA.
9. Bob Kidwell will ask the DOC/OCIO for an extension to Nov 15 for the NOAA IT Operational Plan; Bob will also send out guidance on preparing the plan.
10. Bob Kidwell invite OMB IT budget analyst to meet with NOAA's CIOs.

**Handouts:**

- Agenda - September 6, 2002
- NOAA Policy Directive September 4, 2002, Information Technology, Management of Environmental & Geospatial Data and Information
- OCIO Budget for FY 2003
- FACT SHEETS
  - NOAA Enterprise IT Security & NOAA Computer Incident Response Team
  - Justification for Position in IT Security Office/CIRT
  - NOAA-Wide IT Security Software and Services

- NOAA Headquarters Network Operations Center
- Support of Enterprise-wide Network Services at the NOAA Campus NOCs
- Telecommunications Services Corporate Assessment
- Internet Service
- NOAA Enterprise Messaging System (NEMS)/Messaging Operations Center (MOC)

## **Discussions:**

### **Introductory Remarks**

#### **1. Active Directory update**

Carl Staton opened the meeting by addressing the investigation into implementing Microsoft Active Directory by the Active Directory Working Group chaired by Lara Petze. Ryan Bissett the Active Directory Working Group's consultant was looking for Carl's input into the group's deliberations. Carl wants the group to analyze the facts and to determine what works best for the organization. He wants the group to look at the alternatives. He expects the group to report on the alternatives when they report back to the CIO Council with their findings and recommendations. He would like to see an end-to-end solution. A question that must be answered by the working group is to look out into the future and to determine what is the best approach.

Carl was also asked by Ryan Bissett about the PKI. Carl said he replied that NOAA is seriously looking at PKI. He went on to respond that he could not give an implementation date other than to say he expects PKI to be implemented in the future. Carl reiterated his emphasis on the Active Directory Working Group providing an alternative analysis in his response to Ryan Bissett

#### **2. President's Management Agenda - Lautenbacher/Bodman meeting**

The OCIO developed a one-pager and background material for VAdm. Lautenbacher on NOAA's part of the E-Gov section of the Presidents Management Agenda. The one-pager entitled, "NOAA's Information Technology (IT) Accomplishments in Implementing the President's Management Agenda" will be part of the briefing book used by the VAdm for his meeting with the Deputy Secretary. Carl will be present at the September 12 meeting with Admiral Lautenbacher and Deputy Secretary Bodman. A copy of the One-Pager is attached at the end of these meeting minutes. Carl concluded this discussion stating that we tell a good E-Gov story with respect to the President's Management Agenda.

### **3. PRT 52 - Data Management Policy (Bill Turnbull)**

Bill Turnbull stated that a draft NOAA Data Management Policy Directive was developed by the OCIO and NESDIS. The purpose of the directive is to establish a NOAA policy for acquiring, integrating, managing, disseminating, and archiving environmental and geospatial data and information obtained from worldwide sources to support NOAA's mission. The directive does not include procedural or organizational processes. The directive only includes primary enterprise responsibilities. It is the intent of this directive for the CIO Council to develop the procedures. Carl asked the CIOs to review the draft policy and provide comments by Friday September 13.

Action:

1. CIOs to review the draft PD and provide comments by Friday September 13.
2. Chris McNerney and Ira Grossman will develop implementing procedures drawing from the draft Management of Environmental & Geospatial Data and Information Policy.

### **4. OCIO Budget for FY 2003**

Bill Turnbull handed out the OCIO Budget for FY 2003. The budget contained two levels of service: Full Service and Constant Level of Service. Carl requested the CIOs review and comment on the budget. The FY 2003 OCIO budget will be presented to the CFOs after the budget is revised to incorporate CIO comments and revisions.

Questions arose about OCIO FY 2003 budget priorities. Larry Tyminski suggested that a form of investment ranking of budget priorities be adopted. Larry also suggested a joint CFO/CIO meeting be held to finalize the OCIO budget. Carl stated that the final priority decisions made by the NOAA Executive Panel be presented to the CFOs to guide them in their budgetary deliberations.

It is the intent of the OCIO to prepare the FY 2004 budget earlier in the year than the FY 2003. In this way, an agreed upon OCIO budget can be presented to the CFOs in time for them to prepare their individual Line Office budgets.

The FY 2003 \$4 million IT Security Budget Initiative was zeroed out in the Senate mark-up of the NOAA budget for procedural reasons. Carl asked that each CIO lobby their respective AAs and DAAs for any assistance they can provide in restoring the \$4 million. Carl concluded this discussion by stating that he expects NOAA to be under a Continuing Resolution for the start of the 2003 fiscal year.

Next Gary Falk provided a detailed explanation of the networking and telecommunications budget. Gary discussed the following services:

- NOAA Headquarters Network Operations Center
- Support of Enterprise-wide Network Services at the NOAA Campus NOCs

- Telecommunications Services Corporate Assessment
- Internet Service
- NOAA Enterprise Messaging System (NEMS)/Messaging Operations Center (MOC).

Corporate funding for the OCIO was further discussed. The lack of coordinated networking policy in the Seattle area was brought up as an example for the need for centralized funding. Carl asked the CIOs to propose how funding for the OCIO should be structured.

Hugh Johnson brought up the issue that there is currently no backup power capability for the MOC in SSMC 3. Loss of power for an extended period of time would significantly impact the MOC and NOAA Internet Service. Drivers for this issue include the terrorist actions of September 11 and telework. An outage of several hours would have a large impact to get information and E-Mail to NOAA staff. Bob Kidwell suggested that NOAA's E-Mail system be placed on the list of critical IT systems. For most Line Offices, this is a critical item. 24/7 operations are the only way to communicate to a large geographically dispersed population. Carl stated that he would entertain a proposal from the CIOs for a solution to provide back-up power capability for the MOC.

Gary Falk recommended that NOAA purchase a new enterprise calendar application. The current Netscape Calendar does not provide all the features NOAA requires of a calendaring system.

Next Becky Vasvary provided a detailed explanation of the IT Security budget. Becky discussed the following budgetary items:

- NOAA Enterprise IT Security & NOAA Computer Incident Response Team
- Justification for Position in IT Security Office/CIRT
- NOAA-Wide IT Security Software and Services.

Hugh Johnson brought up the need for the OCIO and OFA to coordinate the LDAP and NOAA Locator interconnection in conjunction with the Human Resources interface. This effort should be included in the list of FY 03 projects. This effort should be considered a business re-engineering process. Consideration should be given to the merging of the funding for the two activities. Gary Falk was asked to develop a proposal to better coordinate the LDAP and NOAA Locator functions and create an authoritative directory.

To conclude the discussion of the FY 2003 OCIO budget Carl asked the CIOs to do the following:

- CIOs coordinate budget items
  - Ask clarification questions
  - Make proposed alternate changes
  - Make additional proposals
- OCIO will send out consolidated list for CIOs to review and to vote on.

- Convene on Monday morning September 23 to finalize OCIO budget and priorities.
- Communicate using E-Mail and cc: all the CIOs on correspondence.

The group will prepare a chart that shows the differences between constant services and full services. Input by September 18 with vote on September 20.

- Action:
1. CIOs review and comment on FY 2003 OCIO Budget.
  2. CIOs propose how funding for the OCIO should be structured.
  3. CIOs propose solution for provide back-up power capability for the MOC.
  4. Gary Falk develop a proposal to better coordinate the LDAP and NOAA Locator functions
  5. CIOs propose alternate changes and proposals to FY 2003 OCIO budget.

#### **4. OAR Web Conference**

OAR continues to sponsor an OAR Web Conference. Nancy Huang suggested the this conference should be hosted by the OCIO and be made into a NOAA Web Confernece.

#### **5. Password Policy**

OAR is having problems implementing the Password Policy. Nancy Huang asked what the other Line Offices are doing with regards to implementing the password policy. Waivers are being prepared by NWS. Becky Vasvary will send out a sample waiver format. Becky will ask Nancy DeFancesco to delegate waiver approval authority.

- Action:
1. Becky Vasvary will send out a sample Password Policy waiver format.
  2. Becky Vasvary will ask Nancy DeFancesco, DoC IT Security Manager, to delegate waiver approval authority to NOAA.

#### **6. Information Exchange**

Bob Kidwell asked if there were questions or comments on the draft IT Operational Plan Call. High stated that NOS was developing an Operational Plan but that more time was needed. Bob stated that the Department's goal is to align the Operational IT Plan with the Operating Plans of each Bureau. Bob was asked to request from the Departtment an extension until Nov 15.

Nancy Huang suggested that the OMB analyst who reviews NOAA's Exhibit 300's be invited to meet with the CIOs to explain what they are looking for during their analysis.

- Action:
1. Bob Kidwell will ask the DOC/OCIO for an extension to Nov 15 for the NOAA IT Operational Plan; Bob will also send out guidance on preparing the plan.
  2. Bob Kidwell invite OMB IT budget analyst to meet with NOAA's CIOs.

## **CIOs Only Meeting**

### **1. PRT 10 - Data Base of Interagency and International Agreements**

PRT 10 was discussed.

- Sarah will investigate the information in the financial systems.
- OCIO will look at the IA system. The intention is to work with that system, not duplicate or replace it.
- CIOs will each consider their role in this project
- The NOS system may not be scalable to all NOAA
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### **2. FACTS follow-on for CAMS**

The FACTS follow-on for CAMS was discussed. It will be ready in October. Now is the time to consider enhancements while the development team is still together. Many CFOs have expressed an interest in an MIS, but their expectations of an MIS is unclear. CIOs are requested to provide Sarah with any additional insight they may have. A meeting with the CFOs and CIOs may be required to identify requirements.

### **3. Enterprise Architecture tools**

The progress with identifying Enterprise Architecture tools was presented and CIOs were encouraged to participate. The evaluation process is being jointly led by the NOAA OCIO and NWS. NESDIS, DoC OCIO and Bureau of Census are active participants in the evaluation of the various Enterprise Architecture tools alternatives.

### **4. Council Meeting Frequency**

CIOs were requested to consider the frequency of CIO Council meetings. Considering all that we need to accomplish together, should we meet more frequently?

**Next meeting:**        Monday September 23, 2002 9:00 AM

Minutes prepared by: Ira Grossman, OCIO, September 13, 2002.

#### **Attachments**

Agenda - September 6, 2002

NOAA's Information Technology (IT) Accomplishments in Implementing the President's Management Agenda - September 5, 2002

**CIO Council Meeting**  
***September 6, 2002***

**A**genda

*Suggested Time*

**Introductory Remarks (Carl Staton)**

1. Active Directory update (5 minutes)
2. President's Management Agenda -  
Lautenbacher/Bodman meeting (10 minutes)

**135 Minutes      CIO Management Team Issues:**

1. PRT 52 - Data Management Policy (Bill Turnbull, 15 minutes)
2. OCIO Budget for FY 2003 (Carl Staton, 90 minutes)
3. OAR Web Conference (Nancy Huang, 10 minutes)
4. Password Policy (Nancy Huang 10 minutes)
5. Information Exchange (All, 10 minutes)

**30 Minutes      CIOs Only Meeting**

1. PRT 10 - Data Base of Interagency and International Agreements
2. Council Meeting Frequency

**Call for New Business/ Closing (Carl Staton)**

**L**imitations:      Room 9836 has been scheduled from 1:00-4:00.

**Subject: NOAA's Information Technology (IT) Accomplishments in Implementing the President's Management Agenda**

1. **Executive Issues:** The opportunities to improve E-government in NOAA are numerous. They typically exceed the available resources so management must carefully choose those with the greatest return. New technologies, tools, inter-agency partnerships and collaborations are being used to advance E-government solutions across NOAA.
2. **Background:** The strategy to Implement the President's Management Agenda for E-Government was released on February 27, 2002. There are three primary goals for the President's "Expanding E-Government initiative.
3. **Discussion:** NOAA contributions to the three primary E-Government Goals are:
  - **Make it easy for citizens to obtain service and interact with the Federal Government**
    - NOAA Fisheries has been at the forefront to provide e-Government applications to the public. Successful initiatives include:
      - **Bluefin Tuna Permits site** was recognized and lauded nationally by private-sector IT leaders as a prime example of government e-Commerce applications.
      - **Northwest Region Groundfish e-Permits System:** NOAA Fisheries has developed and implemented an electronic permit renewal and payment system that allows individuals and businesses to apply for, renew and pay for groundfish permit fees with a credit card.
      - **Public Consultation Tracking System (PCTS):** This application provides constituents with an electronic means to review the status of Section 7 permit consultations.
      - **Electronic Rule-making:** NOAA Fisheries is deploying e-Comments as a first step in implementing full electronic rule-making.
    - NOAA NWS web pages implemented with a common look and feel resulted in an increase in user access and products delivered via the internet. A "NOAA-wide common look and feel" based on the successful NWS implementation is underway
    - NOAA's web sites are consistently among the most heavily used government information portals (*refer to chart next page*).
  - **Improve Government Efficiency and Effectiveness**
    - NOAA NESDIS NCDC is demonstrating significant cost avoidance by providing more data via the internet and reducing support staff (*refer to charts in attached details*).
    - NOAA has established the **Office of Chief Information Officer/High Performance Computing and Communications** (OCIO-HPCC) and simultaneously filled its full time CIO position.
    - NOAA established a **NOAA IT Review Board** (NITRB) to review all new IT investments over \$2.5M life cycle costs.
    - NOAA increased its centralized IT security staff by two positions.
    - NOAA has approximately 350 IT systems and over 90% of these systems are accredited.
    - NOAA outsourced the facility to house the next NWS supercomputer (2003+) as part of an open competitive acquisition process.
    - NOAA continues to expand data and services available via the Internet.
    - NOAA has an **e-Training** initiative in conjunction with the Transportation Virtual University (TVU) and a NOAA Learning Management System which is already being used by NESDIS.
  - **Improve Government's Responsiveness to Citizens**
    - NOAA is a key participant in the **GeoSpatial One-Stop** initiative to provide a geographic component for use in all Internet-based E-Government activities across local, state, tribal, and Federal government.
    - NOAA is actively participating in the Disaster Assistance and Crisis Response e-gov initiative, and is a participant in Recreation One-Stop.
    - OFA leads a NOAA **Grants Online** team. NOAA is part of the **federal E-Grants portal** and is



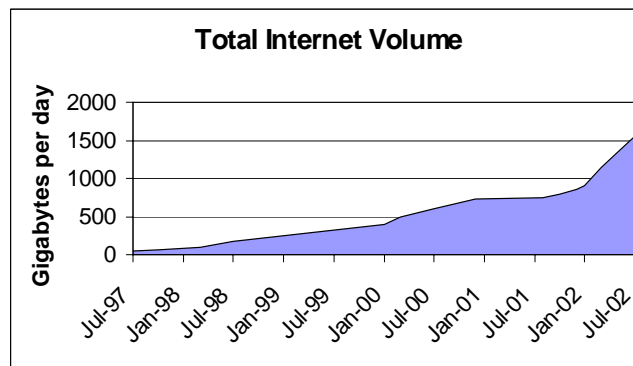
developing back-end systems to streamline grants processing, and improve grant management and oversight.

- A NOAA-level Certificate Policy (CP) is being developed in partnership with the **E-Authentication** initiative.

• **Measures of Performance:**

Performance Measure	FY 2002	FY 2003
Percentage of Major NOAA systems that have completed OMB A-11 Exhibit 53's and Form 300's and are included in the ITIPS data base	100%	100%
NOAA IT Systems (approximately 350 IT systems) that have received IT Security Accreditation	90%	100%
Percentage of major systems have reviewed and updated IT Security Plans	100%	100%

## D.C. Metro area NOAA Internet Traffic



NCDC: Results of  
distribution service:

implementing web based

